

**INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING NOTES**

**COMMITTEE:** Family Resources and Supports Committee

**RECORDER:** Stephanie Myers, WestEd/CPEI

**DATE:** February 22, 2007

**COMMITTEE MEMBERS**

**PRESENT:** Laurie Jordan, Julie Kingsley, Sherry Torok, Debbie Sarmento, Ellen Cervantes, Teresa Rossini, Al Millan, Rachel Hagans, Terry Colborn

**ABSENT:** Juno Duenas, Michelle Morales

**GUESTS:** Shirley Skadan-Smith, Susan Miller, DDS, Michelle Donahue, DDS, Virginia Reynolds, DDS

**LIAISONS:** Michael Zito, CDE, Sue Winar, DDS

**MEETING NOTES**

I. INTRODUCTIONS AND WELCOME

II. AGENDA REVIEW

Changes/Additions:

- Move Priority topic work plan to after Executive Committee Report
- Add under Other:
  - DDS response to ICC priorities, Outcomes and Recommendations
  - Families/Parents to fill out survey for Parent Leadership
  - ICC – Standing Committee Composition
    - Referrals and/or contacts
    - What would assist/help our committee

Agenda was approved with changes and additions.

III. REVIEW AND APPROVAL OF PRIOR MEETING NOTES

Minutes were approved.

IV. EXECUTIVE COMMITTEE REPORT

- Theresa reviewed the changes to the agenda, adding information from the Executive Committee meeting.
- Discussion about OSEP response the DDS and the SPP (State Performance Plan) it will be discussed at the May 2007 meeting.
- Future topics for special presentations will be voted on. At the May 2007 meeting there will be no special presentation, this will allow each committee the time to review and discuss in depth the OSEP report.

## **V. PRIORITY/OUTCOME AND ACTION PLAN**

### **PRIORITY: SUPPORTS FOR CHILDREN AND THEIR FAMILIES IN NATURAL ENVIRONMENTS**

The Committee reviewed the requested materials (a synopsis of the MAP to Inclusive Child Care, Barriers to Inclusive Child Care, Child Care Position paper and the Transfer of Knowledge Symposium) submitted by WestEd. The synopsis of the documents revealed little about Natural Environments and/or respite services. The Committee requested respite data from DDS that will be provided at the May 2007 meeting.

- A. The Committee developed three measurable outcomes, various activities and listed needs for data and information sources. (Outcome Action Plan attached).
- B. Discussion also included respite in terms of culture, how respite is offered, and how is respite tracked. These inquiries will be addressed after data collection is complete.

## **VI. COMMITTEE ACTIVITIES**

### **A. Family Support Guidelines update**

Sherry Torok updated the committee. The Family Support Guidelines are in draft form. The document was changed significantly to include family support care and family support services. The document is anticipated to go to the reader's group by the May 2007 ICC meeting.

### **B. FRSC Committee membership**

The Committee identified in the November 2006 meeting the need for a Head Start/Early Head Start person, and this request has been fulfilled by the CDE representative, Michael Zito with the CHSCCO. The committee also requested and still requests a parent with a child who is under age 6.

### **C. FRC Brochure**

Debbie Sarmiento updated the committee. Currently the FRC brochure is at WestEd for design and then it goes to DDS. The Committee reiterated that the Early Start colors should be used for consideration for copying purposes.

### **D. Public Input**

#### **▪ Guidelines**

The Committee looked at the draft suggestion for Public Input. Revisions and additions were made and will be given to the Executive Committee by Theresa Rossini for further development. Also, the Committee suggested that an added section to the ICC book for public input, including sections such as, what happens at the meetings, after the meetings with the parent input etc.

#### **▪ Tracking Public Input**

Public input be tracked and used to contribute to the development of annual ICC priorities.

Approved on 05/17/07

FRSC will collaborate with PAC to revise the current ICC flyer to be informative and parent friendly. FRSC and PAC will make recommendations for the current and future dissemination plan.

Discussion:

- Other mechanisms for parents to provide parent input.
- Where is the most optimal place for “guest” parents to attend?

## VII. ACTION AND RECOMMENDATIONS

A. Recommendations were developed and submitted at the November 2006 FRSC meeting (reference page 150). The FRSC requests a response of the recommendation/action.

## VIII. OTHER

- A. DDS response to ICC Priorities, Outcomes and Recommendations
  - Look at completed one
  - Not accepted: look at modifying or change
- B. Families/Parents to fill out survey
- C. ICC Standing Community Composition
  - Referral and/or contacts?
  - What would assist our committee
- D. Sherry Torok informed the committee that the collaboration paper in letter form was included in the February ICC book starting on page 185. The committee was very pleased with the outcome of the collaboration letter. For next steps the committee requests that each agency, that participates in the ICC will provide a copy of their letters that were sent within in the departments for FRC's and others know how to contact and discuss the intended collaboration with their partners.
- E. Discussion for public input at the full ICC in regards to SB640 (sunset June 2007) and support from agencies and programs.

## IX. Next Meeting

X. Adjourn: 4:45 pm

Approved on 05/17/07

**REVISED/FINAL**

INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING AGENDA

COMMITTEE: Family Resources and Supports

RECORDER: Stephanie Myers                      DATE: February 22, 2007

AGENDA

I. INTRODUCTIONS AND WELCOME

II. AGENDA REVIEW

III. REVIEW AND APPROVAL OF PRIOR MEETING NOTES

IV. EXECUTIVE COMMITTEE REPORT

V. FAMILY SUPPORT GUIDELINES UPDATE

VI. FRSC COMMITTEE MEMBERSHIP

VII. FRC BROCHURE

VIII. PARENT INPUT

IX. PRIORITY SUPPORTS FOR CHILDEN AND THEIR FAMILIES IN NATURAL  
ENVIRONMENTS

Review of materials

- Training Grid
- Published documents (summarized information and synopsis)

X. RECOMMENDATIONS/ACTIONS

XI. OTHER

XII. NEXT MEETING

Approved on 05/17/07

INTERAGENCY COORDINATING COUNCIL  
COMMITTEE MEETING AGENDA

COMMITTEE: Family Resources and Supports

RECORDER: Stephanie Myers      DATE: May 17, 2007

AGENDA

I. INTRODUCTIONS AND WELCOME

II. AGENDA REVIEW

III. REVIEW AND APPROVAL OF PRIOR MEETING NOTES

IV. EXECUTIVE COMMITTEE REPORT

V. PRIORITY/OUTCOME AND ACTION PLAN: SUPPORTS FOR CHILDEN AND  
THEIR FAMILIES IN NATURAL ENVIRONMENTS

REVIEW REQUESTED DATA FROM DDS

REVIEW, INPUT AND UPDATE ACTION PLAN

VI. COMMITTEE ACTIVITIES

FRSC COMMITTEE MEMBERSHIP

PUBLIC INPUT (GUIDELINES and TRACKING)

OSEP REPORT REVIEW AND DISCUSSION

DDS RESPONSES TO THE ICC RECOMMENDATIONS

X. RECOMMENDATIONS/ACTIONS

XI. OTHER

XII. NEXT MEETING